

Draft Southeast PTO Meeting

April 4, 2011

Meeting called to order at 7:05 p.m.

Attending: Julie Brown, Mike Kelly, Margherita Balsamo, Jessica Higham, Kimberly Clark, Gwen Sgro, Esther Soffer Roberts, Andrea Lennon, Norma Fisher-Doiron, Linda Robinson, Anne Marie Charland (Cristoline), Cyndi Wells, Charmaine Strickland, Michele Boskovic

Mansfield Family Summer Reading

Linda Robinson – started the meeting by explaining that this year's Mansfield Summer Reading program will have a multi-cultural theme and will be encouraging the whole family to get involved. There will be separate drawings for children and adults. Linda Robinson then asked the PTO to come up with a way to recognize the families that get involved with the Summer Reading Program. Linda Robinson suggested creating baskets and having the families draw at a Southeast assembly. Linda Robinson would like to see the prizes be related to reading.

The PTO discussed using gift certificates for a bookstore or vouchers to the school book fair at Southeast School. Linda Robinson liked these suggestions.

Jess Higham – asked Norma Fisher-Doiron if using the fall assembly as a time to have the drawing is a good idea. Norma Fisher-Doiron agreed that this would be a good time to have the drawings.

Julie Brown – asked Linda Robinson when the baskets would need to be completed by. Linda Robinson said they would need the prizes by fall.

Cristoline Fundraiser

Anne Marie Charland – came to talk to the PTO about using Cristoline for fundraising option. She came in with catalogues and samples of the products they sell. Some catalogue examples are listed below:

1. **Cristoline General Catalogue** – PTO receives 50% of sales except for Magazines which are 40%
2. **Kitchen Essentials** – PTO receives 40% of sales
3. **Grandma's Gourmet (Pies)** – PTO receives 35% of sales. The pies will need to be purchased as cases: 6 fruit pies per case and 4 crème pies per case. Order will be shipped within 2 weeks and come frozen.
4. **Food Court** – PTO receives 40% of sales
5. **Cookie Dough** – PTO receives 40% of sales
6. **Crumb Cake** – PTO receives 40% of sales
7. **Pizza Kits** – PTO gets \$5 dollars per pizza sold

8. **Bulbs** – PTO receives 40% of sales
9. **Animal Land** – PTO receives \$5 dollars for dressed stuffed animals and receives \$3 dollars for undressed animals. Cristoline will have the stuffing machine come to the school and would like to have 50 presales made before the arrival of the machine.
10. **Sniftys** – PTO pays the below amount for the scented item and keeps any profit made. These need to be purchased by case.

Item	Price	Amount per Case	Suggested Retail
Pen	\$1.50	300	\$2.00 - \$2.50
Pencils	\$0.75	500	\$1.00 - \$1.50
Rulers	\$1.75	300	\$2.50 - \$3.00
Dog Tags	\$1.50	300	\$2.00 - \$2.50

Andrea Lennon – asked what makes Cristoline different from fundraising company we currently use.

Ann Marie Charland – stated she believes that Cristoline has exceptional service.

PTO liked the Animal Land and Pie fundraisers.

New Items:

PTO discussed the roles of the officer positions that will be open for next year. Nominees are listed below:

Cyndi Wells – President

Gwen Sgro – Vice President

Jess Higham - Treasurer

The Officer positions will be voted on at the next PTO meeting in May.

The PTO decided that the school should send the Q-Notify forms to the parents at the beginning of the year.

Robin Grenier – will be running the PTO Family Skate day next year.

The PTO discussed if they should keep the Emergency/Early Closing Tree for next year because many parents are using Q-Notify now. The decision was made to keep the Emergency/Early Closing Tree.

PTO would like to have parent's choose either Q-Notify or the Emergency/Early Closing Tree as options. This might help to reduce the number of parents in the Closing Tree.

Kimberly Clark – received a fund request form from Lutz Museum for the amount of \$432 dollars. Due to the amount the PTO decided to pay half.

Andrea Lennon Motioned to pay half the amount of for Lutz Museum for a total of \$216 dollars and Esther Soffer Roberts seconded the motion.

Norma Fisher-Doiron – will find out what field trips that are currently planned until the end of this year.

Julie Brown made a motion that if there are no other field trips planned before the end of the year than the PTO will pay the Lutz Museum in full (\$432). **Esther Soffer-Roberts** seconded the motion.

Kimberly Clark – told the PTO that the Health and Fitness budget is overdrawn by \$143.35.

Jess Higham motioned to up the Health Snacks amount by \$200 dollars for this year. **Mike Kelly** seconded the motion.

Kimberly Clark motioned to up the Healthy Snacks amount to \$1,000 dollars next. **Mike Kelly** seconded the motion

Andrea Lennon – told the PTO that the school dance will be on Friday April 29th from 6:00 pm – 8:00 pm and the dance will have the theme of “team”. During the dance the PTO will be accepting donations for the Schletter family. Andrea then told the PTO that they are still looking for set up volunteers (4:00 pm – 5:30 pm) and clean up volunteers (8:00 pm – 9:00 pm).

Jess Higham – told the PTO that the Southeast Tag Sale will be May 14th and will be handled differently this year. Jess Higham explained that they will be selling table locations rather than looking for donations. Jess Higham wanted money to advertise the Southeast Tag Sale and ask Kimberly Clark how she should go about doing this. Kimberly Clark told her to pull the advertising money from the Tag Sale profits.

Principal’s Report:

Norma Fisher-Doiron – stated that there are currently 41 students set to be in Kindergarten next year.

Norma Fisher-Doiron – asked the PTO if they felt that their children enjoyed healthy snacks month this year. The PTO told her that their children seemed to have really enjoyed trying the different healthy snacks.

Norma Fisher-Doiron – told that PTO that it seems that the Kid Power assembly went very well for the Kindergarten and 1st grade but was not very popular with the older children.

Julie Brown – mentioned that Mark LaPlaca wanted to inform the PTO that the movie “Race to Nowhere” will be playing at the Mansfield Middle School. Tickets to view the screening will be \$10.00.

Julie Brown – informed the PTO that the “2 School Option” Referendum has been tabled and Town Council and Board of Education will get together next month to discuss what the next step will be for the elementary schools.

Mike Kelly motioned to accept the Treasurer’s Report and **Esther Soffer-Roberts** seconded the motion

Kimberly Clark motioned to accept the meeting minutes and **Jess Higham** seconded the motion.

9:03 pm the PTO meeting adjourned